

BOARD OF SUPERVISORS

Brown County

305 E. WALNUT STREET
P. O. BOX 23600
GREEN BAY, WISCONSIN 54305-3600



E-Mail BrownCountyCountyBoard@co.brown.wi.us

PHONE (920) 448-4015 FAX (920) 448-6221

"PUBLIC NOTICE OF MEETING"

Pursuant to Section 19.84 Wis. Stats., notice is hereby given to the public that the following meetings will be held

THE WEEK OF APRIL 22 – 26, 2013

MONDAY, APRIL 22, 2013

- | | | |
|----------|--|--|
| *6:00 pm | Land Conservation Subcommittee | Room 161, UW Extension
1150 Bellevue Street |
| *6:15 pm | Planning, Development & Transportation Committee | Room 161, UW Extension
1150 Bellevue Street |

TUESDAY, APRIL 23, 2013

- | | | |
|----------|--|---|
| *4:00 pm | Children With Disabilities Education Board | Syble Hopp School
755 Scheuring Road |
|----------|--|---|

WEDNESDAY, APRIL 24, 2013

- | | | |
|-----------|---|--|
| *10:00 am | Public Safety Communications Advisory Board | 2 nd Floor, Brown County PSC
3028 Curry Lane |
| *6:00 pm | Human Services Committee | Room 200, Northern Building
305 E. Walnut Street |

THURSDAY, APRIL 25, 2013

- | | | |
|----------|---|---|
| *8:30 am | Aging & Disability Resource Center Board of Directors | N.E.W. Curative
2900 Curry Lane |
| *5:00 pm | Administration Committee | Room 200, Northern Building
305 E. Walnut Street |

FRIDAY, APRIL 26, 2013

(No Meetings)

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LAND CONSERVATION SUBCOMMITTEE

Norbert Dantine, Jr., Chair
Dave Kaster, Vice Chair
Bernie Erickson, Dave Landwehr, Tom Sieber, Norb Vande Hei

LAND CONSERVATION SUBCOMMITTEE

**Monday, April 22, 2013
6:00 p.m. (PD&T to Follow)
Room 161, Ag & Extension Center
1150 Bellevue Street**

- I. Call Meeting to Order.
- II. Approve/Modify Agenda.
- III. Approve/modify minutes of Land Conversation Subcommittee of March 25, 2013.

Comments from the Public

1. Land and Water Conservation Department Budget Update – To be distributed at mtg.
2. Budget Adjustment Request (13-31) Category 5: Increase in expenses with offsetting increase in revenue.
3. Budget Adjustment Request (13-32) Category 5: Increase in expenses with offsetting increase in revenue.
4. Resolution from the City of Green Bay – Animal Waste Management.
5. DATCP/DNR Joint Grant Application.
6. Director's Report.
7. Such other matters as authorized by law.
8. Adjourn.

Norb Dantine, Jr., Chair

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PLAN, DEV. & TRANS. COMMITTEE

Bernie Erickson, Chair

Dave Kaster, Vice Chair

Dave Landwehr, Norbert Dantine, Tom Sieber

PLANNING, DEVELOPMENT & TRANSPORTATION COMMITTEE

Monday, April 22, 2013

Approx. 6:15 p.m. (To follow Land Con Mtg)

Room 161, UW-Extension

1150 Bellevue Street

- I. Call Meeting to Order.
 - II. Approve/Modify Agenda.
 - III. Approve/Modify Minutes of
-
1. Review minutes of:
 - a. Board of Adjustment (February 4, 2013).
 - b. Planning Commission Board of Directors (March 6, 2013).
 - c. Revolving Loan Fund Committee (February 12, 2013).
 - d. Solid Waste Board (January 21, 2013 and March 18, 2013).

Comments from the Public

Presentation

2. From Tom Dobish, Design Build Joint Venture Partners, on purchase of former Mental Health Center Property with possible action.

Airport

3. Budget Status Financial Report for March, 2013.
4. Director's Report.

Register of Deeds

5. Budget Status Financial Report for January-February, 2013.
6. Register of Deeds 2012 Annual Report.

UW-Extension

7. Budget Status Financial Report for February, 2013.
8. Director's Report.

Port & Solid Waste

9. Port Budget Status Financial Report for March, 2013.
10. Solid Waste Budget Status Financial Report for March, 2013.
11. Director's Report.

Planning and Land Services

Planning Commission

12. Review and action regarding the Citizens Participation Plan for the Brown County Comprehensive Plan update.
13. Update regarding development of the Brown County Farm property. *Standing item.*
14. Budget Status Financial Reports for January and February, 2013.

Property Listing

15. Budget Status Financial Reports for January and February, 2013.

Zoning

16. Budget Status Financial Reports for January and February, 2013.

Public Works

17. Recommend to approve Request for Bid Project 1664: Asbestos & other hazardous materials abatement at the former Brown County Mental Health Center.
18. Update on former Mental Health Center Demo Project with possible action. *Standing item.*
19. Resolution to Approve the Sale of Vision Triangle of Brown County Property located on Packerland Drive (CTH EB) in the Village of Howard.
20. Resolution No.: 139-2012-13 re: oppose freezing the renewable energy requirements.
21. Ordinance Amending Schedule A of the Brown County Cody entitled "Speed Limits" (CTH "GV", Village of Bellevue & Town of Ledgeview).
22. Ordinance Amending Schedule A of the Brown County Cody entitled "Speed Limits" (CTH "XX", Village of Bellevue).
23. Summary of Operations.
24. Director's Report.

Land Information – No Items.

Other

25. Audit of bills.
26. Such other matters as authorized by law.

Bernie Erickson, Chair

Attachments

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Pursuant to Section 19.84, notice is hereby given to the public:

**BROWN COUNTY CHILDREN WITH DISABILITIES
EDUCATION BOARD AGENDA
TUESDAY, APRIL 23, 2013- 4:00pm
SYBLE HOPP SCHOOL**

Action Item:

1. Call to Order – 4:00 p.m. – K Gustman
2. Action Item: Approval of March 26, 2013, Board Minutes
3. Action Item: Correspondence
4. Action Item: Approval of Agenda
5. Action Item: Donations
6. Action Item: Financial Report
7. Action Item: Administrator Report
8. Action Item: Parent Organization
9. Action Item: Payment of Bills
10. Action Item: Collaborative Agreement with Head Start
11. Action Item: Resignation
12. Action Item: Hire for existing position of Director of Special Education/Program Support.
13. Action Item: Adjournment to Executive Session: The Board will move to executive session and reconvene to open session as allowed by Wisconsin stats 19.85 (1)(c)(e)(f)(i) to discuss teacher evaluations and staff requests.
14. Action Item: Staff requests
15. Action Item: Adjournment

"Any person wishing to attend who, because of disability requires special accommodation should contact Syble Hopp School at 336-5754 by 3:00 p.m. on Monday April 22, 2013 so that arrangements can be made."

PUBLIC SAFETY COMMUNICATIONS ADVISORY BOARD



Chief Eric Dunning – Ashwaubenon PubSaf
Chief Ron Towns – Denmark PD
Chief Mike Nieft – Green Bay FD
Chief Kurt Minten – Lawrence FD
Chief Tom Kajawa – UW-Green Bay PD

Sheriff John Gossage – BC Sheriff
Chief Jeff Roemer – DP Fire/Rescue
Chief Tom Molitor – Green Bay PD
Chief Rich VanBoxtel – Oneida PD
Chief Perry Kingsbury – Wrightstown PD

Director Tom Madigan – County Rescue
Chief Derek Beiderwieden – DePere PD
Chief Randy Bani – Hobart/Lawrence PD
Chief Randall Dunford – Pulaski PD

MEETING NOTICE AND AGENDA

A meeting of the Brown County Public Safety Communications Advisory Board has been set for

Wednesday, April 24, 2013 at 10:00 a.m.
Brown County PSC – 3028 Curry Lane, 2nd Floor

- I. Approval of the Agenda
- II. Radio Project Update
- III. Communications Center Update
- IV. Phone/CAD Upgrades
- V. Changes in Animal Control Contracting
- VI. Use of Center for Calling in for Administrative Purposes by Various Agencies
- VII. Time Agreements
- VIII. EM-1 Procedures
- IX. Standardized Operating Procedures
- X. Roundtable
- XI. Other Matters
- XII. Next Meeting: July 31st, 10:00 a.m. – PSC Training Room
- XIII. Adjourn

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HUMAN SERVICES COMMITTEE

Patrick Evans, Chair
Dan Robinson, Vice Chair
Brad Hopp, Dan Haefs, Pat La Violette

HUMAN SERVICES COMMITTEE

Wednesday, April 24, 2013

6:00 p.m.

Room 200, Northern Building

305 E. Walnut Street

- I. Call Meeting to Order.
- II. Approve/Modify Agenda.
- III. Approve/Modify Minutes of March 27, 2013.

Comments from the Public

Report from Human Services Chair, Patrick Evans

1. **Review Minutes of:**
 - a. Aging & Disability Resource Center of Brown County Board (March 28, 2013).
 - b. Board of Health (January 8, 2013).
 - c. Human Services Board (March 14, 2013 and April 11, 2013).
 - d. Veterans' Recognition Subcommittee (March 19, 2013).

Communications:

2. Communication from Supervisor Robinson re: Request the County Board consider passing a resolution to call upon the WI Legislature, as part of its 2014-15 Budget to accept the increased Medicaid funds available from the Federal Government.
3. Communication from Supervisor Robinson re: To consider boosting funding for diversion courts to handle drug and mental health cases as part of the 2014 budget.

Aging & Disability Resource Center

4. Budget Status Financial Report for February, 2013.

Health Department

5. Recommendation to Amend Chapter 38 Public Nuisance Ordinance, (4)(2)(a)(ii) Odor Violations to change the number of verifiable complaints that would initiate a citation from (the current) three (3) to two (2) verifiable complaints. *Held from January meeting.*
6. Director's Report.

Human Services Department

7. Executive Director's Report.
8. Proposed Contract & Quality Analyst Position.
9. Financial Report for Community Treatment Center and Community Programs.

10. Discussion and possible action as to competitive bargaining of salary and compensation for positions in human services department.
 - a. Closed session: Discussion as to competitive bargaining of salary and compensation for positions in human services department, pursuant to Wis. Stat. § 19.85 (1)(e) deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.
 - b. Reconvene in open session: Discussion and possible action as to competitive bargaining of salary and compensation for positions in human services department.
11. Statistical Reports.
 - a. Monthly Inpatient Data – Community Treatment Center.
 - b. Monthly Inpatient Data – Bellin Psychiatric Center.
 - c. Child Protection – Child Abuse/Neglect Report.
 - d. Monthly Contract Update.
12. Request for New Non-Continuous Vendor.
13. Request for New Vendor Contract.

Syble Hopp – No agenda items.

Other

14. Audit of bills.
15. Such other Matters as Authorized by Law.

Patrick Evans, Chair

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AGING & DISABILITY RESOURCE CENTER OF BROWN COUNTY BOARD OF DIRECTOR'S MEETING

Thursday, April 25, 2013 at 8:30 a.m.

N.E. W. Curative
2900 Curry Lane
Green Bay, WI

AGENDA

Agenda Item	Handout	Action Required
1. Pledge of Allegiance		
2. Introductions		
3. Adoption of Agenda	Yes	Yes
4. Approval of the minutes of regular meeting of March 28, 2013	Yes	Yes
5. Comments from the public		
6. Finance Report		
a. Review and approval of March 2013 Finance Report	Yes	Yes
b. Review and approval of Restricted Donations	Yes	Yes
7. Staff Report: Mary Schlautman, Information & Assistance Team Lead		
8. ADRC conference and ADRC Open House	Yes	
9. NEW Curative Report		
10. Family Care Update		
11. Directors Report		
12. Legislative Updates		
13. Announcements		
14. Next Meeting – May 23, 2013.		
15. Adjourn-		Yes

Tom Diedrick, Chairperson
Aging & Disability Resource Center
of Brown County

Notice is hereby given that action by the Committee may be taken on any of the items which are described or listed in this agenda.

Any person wishing to attend, who because of a disability requires special accommodation, should contact the ADRC of Brown County Office at (920) 448-4300 two days before the meeting so that arrangements can be made.

ADRC Vision: "Building a community that values, empowers, and supports seniors, adults with disabilities and their caregivers"

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ADMINISTRATION COMMITTEE

Steve Fewell, Chair

Tim Carpenter, Vice Chair

David Steffen, Thomas De Wane, Allan Jamir

ADMINISTRATION COMMITTEE

Thursday, April 25, 2013

5:00 p.m.

Room 200, Northern Building
305 E. Walnut Street

- I. Call to Order.
- II. Approve/Modify Agenda
- III. Approve/Modify Minutes of March 28, 2013.

Comments from the Public

1. Review of minutes:
 - a) Housing Authority (March 18, 2013).

Treasurer

2. Budget Status Financial Report for December, 2012 and February, 2013.
3. Treasurer's Financial Report for the Month of December, 2012.
4. Treasurer's Report.

County Clerk

5. Budget Status Financial Reports for December, 2012 and February, 2013.
6. Budget Adjustment Request (13-35) Category 3b: reallocation of personnel services and fringe benefits to another major budget classification except contracted services.

Child Support

7. Budget Status Financial Reports for February, 2013.
8. Outstanding Achievement Award – FFY 2012 Child Support Performance.
9. Director's Report.

Information Services

10. Budget Status Financial Report for January, 2013.
11. Director's Report.

Human Resources

12. Budget Status Financial Report for February, 2013.
13. Activity Report for March.
14. Director's Report.

Department of Administration

15. Budget Status Financial Report for February, 2013.
16. 2013 Budget Adjustment Log.
17. Resolution Re: 2012 Budget Overdraft and Shortfall Appropriations.
18. Director's Report.

Corporation Counsel – No agenda items.

Other

19. Audit of bills.
20. Such other matters as authorized by law.
21. Adjourn.

Steve Fewell, Chair

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APRIL 2013



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	1	2	3	4 Public Safety 5:00 pm Ed & Rec 5:30 pm	5	6
7	8 Executive Cmte 5:30 pm	9	10	11	12	13
14	15	16 Vets Recognition Subcommittee 5:00 pm	17 Board of Supervisors 7:00 pm	18	19	20
21	22 Land Con 6:00 pm PD&T 6:15 pm	23	24 Human Services 6:00 pm	25 Administration Cmte 5:00 pm	26	27
28	29	30				



MAY 2013

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			1 Ed and Rec 5:15 pm Public Safety 5:30 pm	2	3	4
5	6 Executive Cmte 5:30 p.m.	7	8	9	10	11
12 	13	14	15 Board of Supervisors 7:00 pm	16	17	18
19	20	21 Vets Recognition Subcommittee 5:00 pm	22 Human Svc 6:00 pm	23 Admin Cmte 5:00 pm	24	25
26	27 <i>Memorial Day!</i> 	28	29 Criminal Justice Coordinating Board 8 am	30	31	

BROWN COUNTY COMMITTEE MINUTES

- Board of Adjustment (February 4, 2013)
- Board of Health (January 8, 2013)
- Human Services Board (April 11, 2013)
- Library Board (March 21, 2013)
- Solid Waste Board (March 18, 2013)

To obtain a copy of Committee minutes:

http://www.co.brown.wi.us/minutes_and_agendas/

OR

Contact the Brown County Board Office or the County Clerk's Department

MINUTES FOR THE FEBRUARY 4, 2013 BOARD OF ADJUSTMENT

The following are the results of a public hearing that was held before the Board of Adjustment ("Board"), created under and by virtue of the Brown County Shorelands and Wetlands Ordinance, Chapter 22; Private Sewage System Ordinance, Chapter 11; and Floodplains Ordinance, Chapter 23, in Room 391, 3rd floor of the Northern Building, 305 E. Walnut St., Green Bay, at 4:30 p.m. on Monday the 4th day of February, 2013. The appeal taken by Danalee White Gaddis ETAL denying their request for an addition onto an existing legal nonconforming building that will be greater than 50% of the assessed value was **granted**. The property is Lot 11 of Shore Acres Plat in the Town of Green Bay at 5925 North Shore Acres Rd., Parcel # GB-694 ("Property"). **Vote 3-0**

Dated this 5th day of February, 2013.

Brown County Board of Adjustment
Allan Duchateau
Bill Ullmer
Richard Huxford
Vacant-Alternate

PROCEEDINGS OF THE BOARD OF HEALTH MEETING
Tuesday, January 8, 2013
5:00 PM

Present: Audrey Murphy, J. Tibbetts, MD, Harold Pfotenhauer, Patricia Bacelis-Leon

Excused: Joe VanDeurzen

Absent: Don Murray

Staff Present: Judy Friederichs, John Paul

Guests Present: William Acker, 3217 Nicolet Drive, Green Bay; Steve Deslauriers, 2889 Wayside Rd., Greenleaf; Sandra Johnson, 1893 Wayside Rd., Greenleaf; Carl Johnson, 1893 Wayside Rd., Greenleaf; Luke Ashley, 309 Prospect Ave., Denmark; Susan Ashley, 309 Prospect Ave., Denmark; Bob Aschenbrenner, 5865 Zion Rd., De Pere; Jeanette Aschenbrenner, 5865 Zion Rd., De Pere; Carol Mangini, 2480 Sherridan Dr., Green Bay; Patricia Finder-Stone, 985 N. Broadway, De Pere

1. CALL TO ORDER AND INTRODUCTIONS

2. APPROVAL / MODIFICATION OF THE AGENDA

To approve the revised agenda: Tibbetts / Pfotenhauer

MOTION CARRIED

3. APPROVAL OF MINUTES OF November 13, 2012

To receive and place on file: Pfotenhauer / Bacelis-Leon

MOTION CARRIED

4. DISCUSSION REGARDING ODOR ORDINANCE ENFORCEMENT

Judy stated that she called Supervisor Evans today regarding clarification from Corporation Counsel regarding what qualifies as a public nuisance and

the difference between majority and minority-ruled decisions. There are a number of criteria that must be met in order for an odor to be considered a public nuisance. Supervisor Evans stated that this is still an issue with the Human Services Committee because complaints are still coming in. Judy and John are planning to attend the January meeting.

5. ODOR COMPLAINTS

John reported three complaints since the last meeting. One of those complaints was from the Belson Company and was not verified. Another came in from Green Bay Converting on December 26th when the department was closed. A third complaint came in today from a private citizen. The sanitarian responded within the hour but was not able to verify the complaint. All three complaints were regarding Sanimax.

Audrey asked if staff were not available on the day after Christmas. John said there was minimal staffing so a sanitarian was not able to respond quickly enough to verify the odor.

John said that Tony Loretz was not able to attend tonight's meeting but wanted to report that they are continuing to do internal monitoring.

6. WIND TURBINE ISSUE UPDATES

Audrey stated that, in response to a request from the citizens' group a packet of information including a cover letter and 55 affidavits was sent by certified mail on November 16th to the Public Service Commission. On November 27, 2012, the Board received a letter from Robert Norcross indicating that the letter did not make it to the PSC because it was mistakenly co-mingled with paperwork for the Highland Wind Project. He further indicated that testing did take place as requested between December 4th and 7th. The testing was done by Clean Wisconsin and four independent firms. Duke Energy did not cooperate with the study. Five acousticians participated in the study but the report was issued by four of those five experts. All four agreed with and signed the report. Audrey quoted 2 items from the report (hard copy provided to Board members) that she feels are important:

"The 4 investigating firms are of the opinion that enough evidence and hypotheses have been given herein to classify low-frequency noise and infrasound as a serious issue, possibly affecting the future of the industry. It should be addressed beyond the present practice of showing that wind turbine levels are magnitudes below the threshold of hearing at low frequencies."

"We recommend additional study on an urgent priority basis. Specifically, a comprehensive literature search far beyond the search performed here under

time constraints; secondly, a re-test at Shirley to determine the decay rate of ultra-low frequency wind turbine sound with distance, with a more portable system for measuring nearly simultaneously at the 3 homes and at other locations; and finally, a threshold of perception tests with participating and non-participating Shirley residents.”

Audrey further stated that attorney Anne Bensky filed a “corrections report” in which she states that the following section of the report was removed after the four acousticians signed it:

States," filed 10/11/12.

"purged"



2. Clean Wisconsin edited the LFN Report prior to filing; the original LFN Report included a section with one and one-half pages of recommendations for the Highland Wind Farm (HWF), the original Section 5.2. While it can be debated whether recommendations for HWF belong in the LFN Report, Forest Voice believes the original

report as signed by the five acousticians should be in the record, because it was what the acousticians actually signed. The acousticians did not re-sign the LFN Report after Clean Wisconsin deleted the original Section 5.2. Therefore, Forest Voice files, together with this Clarification, the original report of the five acousticians.

3. Section 1.0_Introduction, states, "Clean Wisconsin was retained by the Wisconsin Public Service Commission (PSC) to provide an independent review of a proposed wind farm called the Highlands Project to be located in St. Croix County, WI (WI PSC Docket 2535-CE-100)." A more accurate statement is, "The Wisconsin Public Service Commission (PSC) provided intervenor compensation to Clean Wisconsin (CW) and Forest Voice (FV) to conduct a cooperative study of low frequency noise at the Shirley Wind Farm in Glenmore, WI. The intervenor compensation was granted pursuant to CW's and FV's participation as intervenors in the Highland Wind Farm docket, 2535-CD-100." The latter statement is more accurate because the PSC did not "retain" CW, and CW did not conduct an "independent review" of HWF. CW is a party in a highly contested proceeding; it is not a neutral party.

MOTION: To depart from the regular order of business so the public can be heard:
Pfotenhauer / Tibbetts

MOTION CARRIED

William Acker: Mr. Acker stated that he has his own consulting firm called Acker and Associates. He has been working on the cooling tower and wind turbine noise and health issue for about 6 years. Duke Energy did provide information to the acousticians under the premise that they sign a confidentiality agreement. Two of the acousticians did sign the agreement so they did have information and data to help with their conclusions but could not include that information in the report. Mr. Acker feels that the sections removed from the report are the result of Clean Wisconsin going to the judge and asking that sections that do not pertain to the original purpose of the study be removed. Two of the acousticians that he talked with were angry that the sections were removed.

Steve Deslauriers: Mr. Deslauriers thanked the board for requesting the testing. Duke Energy was helpful with providing data but were not cooperative with requests to turn the generators on and off for the testing. It is very common in PSC reports that sections are redacted, but he feels that this should have been called a redacted document rather than the full version.

Audrey stated that Steve Deslauriers has provided a CD of an interview with Dr. Richard James describing the low-frequency noise and its health impact.

Sandy Johnson: That CD is very valuable because he speaks in layman's terms and speaks specifically to the problems with Shirley Wind.

MOTION: To return to the regular order of business.
Pfotenhauer / Tibbetts

Audrey stated that there has been some press involvement with this study. The group discussed several articles that appeared in the Green Bay and Madison papers in response to the study. She said that people have been saying that there have not been any peer-reviewed studies on this issue but there actually have. Audrey showed the group two publications from February and August of 2012 that were peer-reviewed.

7. LOW FREQUENCY NOISE ORDINANCE RESEARCH UPDATE

Dr. Tibbetts stated that the board has been discussing this for about six months. He talked to a Green Bay Alderperson regarding the ordinance that

they have been working on. The city attorney told him that they will not address this because it is not a nuisance but a health issue that belongs in the county Health Department. Dr. Tibbetts talked to Dr. James regarding his availability and cost of helping to write a multi-source low-frequency noise ordinance. This would include wind turbines, cooling towers, airports, natural gas turbines, dust collection devices, construction sites and other sources.

Dr. Tibbetts stated that Calumet County has had a similar ordinance in place for 5 or 6 years. Judy said that she talked to the director of the Calumet County Health Department who told her that they have not had to enforce that ordinance yet. They have not had many complaints.

Dr. James would charge \$150 per hour. He estimated a cost of \$2,500 for the two days it would take to write the ordinance. Dr. Tibbetts said that some of the surrounding counties might be interested in getting in on this project but he is concerned that it would slow down the process excessively. He recommends going through the Human Services committee to request funding for this project.

Audrey asked if there might be a grant available to fund this project. Judy said that she does not know of any program that would provide funding for something like this.

Once the ordinance is written it would need to be approved by the Human Services committee who would pass it on to the full County Board for their approval.

Judy asked if there are areas other than Calumet County that have low-frequency noise ordinances. Dr. Tibbetts said that there has been some talk about doing something on a statewide basis.

MOTION: To depart from the regular order of business to hear from the public.
Pfotenhauer / Tibbetts

MOTION CARRIED

William Acker said that new things are being learned all of the time regarding the health effects of low-frequency noise – in part from studies such as the one done at Shirley. Richard James is reviewing all of the studies that are currently being conducted.

Judy said that we have learned from other ordinances that citations based on ordinances are often thrown out when they go before a judge. If there is not enough solid evidence for a judge to look to it may be very difficult to enforce the ordinance. Dr. Tibbetts said that he feels that Dr. James will certainly tell

the board if he feels that there is not enough background to make an ordinance enforceable.

William Acker said that the acousticians are convinced that an ordinance can be written right now that would cover most of the current issues. There may be some modifications in the future.

Steve Deslauriers said that Calumet County's ordinance is exclusively for wind turbines but there are currently no turbines in Calumet County.

Patricia Finder-Stone asked if it isn't premature to ask for a budget adjustment when the board is not sure of the issues. Dr. Tibbetts said that this is the reason that they would be consulting Dr. James. Mrs. Finder-Stone asked if only one expert is being consulted. Dr. Tibbetts said that Dr. James is the expert of experts. Mrs. Finder-Stone said that she has been studying wind issues for quite some time and she feels that it is premature to put money into writing an ordinance.

MOTION: To return to the regular order of business.

Pfotenhauer / Tibbetts

MOTION CARRIED

Audrey stated that the board needs to decide whether to move forward and begin the process of contracting with Dr. James to help draft an ordinance.

MOTION: To go forward and request funding from the Human Services committee to contract with Dr. James to help draft a low-frequency noise ordinance not to exceed the amount of \$4,000.

Tibbetts / Pfotenhauer

Harold asked if this would have any impact on the rest of the Health Department's budget. Dr. Tibbetts said that this would be a specific request for a specific project.

MOTION CARRIED

8. CORRESPONDENCE RECEIVED

Judy said that any correspondence has already been discussed.

9. DIRECTOR'S REPORT

Meredith Hansen did a presentation on the CHIP assessment process that the department has been working on for the last year or so. Slides from the presentation are attached.

Judy said that staff are starting a strategic planning process that will culminate in a plan for the next three to five years. Judy Knudsen from UW Extension is facilitating the process. A meeting is scheduled for tomorrow at which we will review responses to a survey that staff members completed regarding the department's strengths and weaknesses. In March, the Board of Health will participate in the process. After that, we will meet with our stakeholders to get their input. This group will probably consist of members of the CHIP steering committee. All of this input will eventually be compiled by managers into a plan including our vision and values statements.

CD Report: Flu activity has been high in our region and across the state. Staff members continue to encourage vaccination. There will be a webcast regarding flu activity presented by the state tomorrow that staff will be participating in.

Judy and the Interim Director of the De Pere Health Department are working on comparing services provided by the two departments in an effort to decide whether De Pere is interested in merging the departments. Audrey asked how soon a decision will be made. Judy said that she does not know but that De Pere is in a situation where they will need to make a decision soon since they are short-staffed and would need to start recruiting if they decide to keep their own health department.

All staff went through performance evaluations in 2012 as part of the county-wide capstone project. Some staff will continue to meet monthly with their supervisors to work on performance goals set during these evaluations.

10. ALL OTHER BUSINESS AUTHORIZED BY LAW

Audrey said that there has been a vacancy on the board for a long time now. Judy said that the Executive has brought this up with County Board members but has not had any takers yet. Audrey asked Judy to put some pressure on the Executive to get the vacancy filled. Judy said that she would do that and will also bring it up at the next Human Services committee when she attends their next meeting.

11. ADJOURNMENT / NEXT MEETING MARCH 12, 2013

MOTION: To adjourn at 6:42 PM

Tibbetts / Bacelis-Leon

MOTION CARRIED

PROCEEDINGS OF THE BROWN COUNTY HUMAN SERVICES BOARD

Pursuant to Section 19.84 Wis. Stats, a regular meeting of the **Brown County Human Services Board** was held on Thursday, April 11, 2013 in Board Room A of the Sophie Beaumont Building – 111 North Jefferson Street, Green Bay, WI

Present: Chairman Tom Lund
Helen Smits, Bill Clancy, Paula Laundrie, John Van Dyck, Carole Andrews,
Susan Hyland, JoAnn Grashberger

Excused: Craig Huxford

Also

Present: Brian Shoup, Executive Director
Mary Johnson, Hospital & Nursing Home Administrator
Tim Schmitt, Finance Manager

1. **Call Meeting to Order:**
The meeting was called to order by Chair Tom Lund at 5:15 pm.
2. **Approve/Modify Agenda:**
HYLAND/GRASCHBERGER moved to modify the agenda to move item #6 ahead of #5.
The motion was passed unanimously.
3. **Approve Minutes of March 14, 2013 Human Services Board Meeting:**
ANDREWS/SMITS moved to approve the minutes dated March 14, 2013.
The motion was passed unanimously.
4. **Executive Director's Report**

Brian Shoup, Executive Director, gave his director's report.

Mental Health

- Shoup reported that Chairman Lund is also the Chair of the Executive Committee and that Committee approved the creation of two full time Advanced Practice Nurse Prescribers (APNPs). That resolution will go before the full County board. These positions will be employee positions and will replace a .75 contractor APNP and a half-time psychiatrist, which is a net increase of .75 in prescriber time. Shoup stated that he hoped this resolution will pass and once started, it should start to cut into our wait list.

Citizen Board Member Paula Laundrie entered at 5:18 p.m.

Family Care

- Shoup stated that the Joint Finance Committee came to town Wednesday and took testimony. Shoup could not get there when it first started due to a prior commitment and was told his verbal testimony would not be taken for four hours. He submitted written testimony. (Recording Secretary Kara Navin handed out copies of the written testimony to the board.) The written testimony stated that we support the expansion of Family Care but that we differed from Rolf Hanson in that we indicated that if there wasn't sufficient support in the legislature, we would support a Plan B. That plan would have the legislature give us additional dollars to serve people on the waiting list. Representative Nygren will be contacting us shortly with ideas regarding this. The legislature could choose to expand family care.

Management Vacancies

- Mary Johnson, our CTC Administrator is stepping down and retiring at the end of April. We have a director of nursing vacancy at our psychiatric hospital as well as two clinical supervisor vacancies. We are going to struggle to fill some of these positions. Supervisor Clancy inquired at last month's meeting about this and we stated why we are at a competitive disadvantage. To put in perspective, we have received seven applications for the CTC Administrator position and we have only one potential individual that qualifies. Three of the applicants were CNAs. As a result, one of the things we are looking at is leasing an interim administrator. Shoup contacted two of them and has one quote of an annualized figure of \$276,000. We are exploring another alternative but are not prepared to give any details at this time. We are going to have to look at some sort of interim administrator to allow us more time to recruit.
- At the Human Services Committee last month, Shoup reported on the administrator vacancy and the committee may go into closed session to discuss the recruitment problems we have.
- We also have a vacancy for the manager of outpatient services. Shoup has appointed our Long Term Care Manager Ian Agar as Interim Mental Health Manager and he will be stepping in to provide some leadership for the clinic. We are currently short in terms of leadership positions in the clinic. In the Long Term Care unit, we are having one of the supervisors assuming some management duties.

Q: Citizen Board Member Laundrie stated that she does not believe we are tapping a possible resource that is available. She stated there are individuals like herself who still have energy, are great with kids and families and will work for a fraction of the cost. Why aren't we utilizing those types of people for some of our open positions?

A: Shoup stated that we have qualifications and standards for every position and we judge each applicant on that basis.

County Board Supervisor Van Dyck stated that we should take a look at potential changes at the line staff level (multiple part-timers vs. a full-time person) in order to free up more money for the higher up positions. Van Dyck stated that he predicts the class and comp

study is going to show that we have a group of underpaid management and overpaid line staff. Having more part-time people for line staff would save money and we wouldn't need to give benefits. Chairman Lund stated that has been looked into and that we have higher deductibles for county workers in line with what the private sector has been doing.

- Shoup stated that there are certainly some positions that need to be looked at compared to the market. One of the problems with replacing full-time positions with part-time personnel is the fact that we already run lean with supervisor/supervisee ratios. A part-time person takes as much time as a full-time person for supervision. That would require a much greater burden on the line supervisors. Those line supervisors are critical as they ensure the quality of services. The clerical/support areas may be an area to consider for this sort of change.

Citizen Board Member Smits stated that you really need to have continuity of care with the type of clients we serve. The more part-time personnel we have, the more difficult that would be.

- Shoup stated that one of the initiatives that Mary Johnson had undertaken two years ago was eliminating our nurse manager positions and replacing them with charge nurses. These RNs assigned as charge nurses were the equivalent of a lead worker. This resulted in a savings out of the administrative side of our operation.

Chairman Lund stated that we haven't done a class and comp study since 2000 and that is too long of a period of time. It makes it hard on Human Resources to always be studying peoples' positions. If you show you are making an effort to rectify the salary issue, you have a good chance of keeping long-term employees.

- Shoup stated that we need to be careful. In the 3 ½ years since he's been here, there were often statements made at County Board meetings that have damaged the well of recruitment. Brown County has developed a reputation that hurts us when recruiting. However this is improving.

Q: Citizen Board Member Laundrie stated five years ago, she was visiting a student at CTC and was speaking with a male CNA. That employee was making a lot more than her even with her master's degree. With him announcing that, could that be negative for recruitment?

A: Shoup stated that the CTC leadership took steps to curtail overtime several years ago and this has rectified the problem.

VAN DYCK/LAUNDRIE moved to receive and place on file.
Motion was carried unanimously.

5. Financial Report

- Schmitt reported the year end results for 2012. For Community Programs, we had a surplus of \$2.1 million due to cost controls in wages, fringes and contracted services. For the Community Treatment Center, we had a deficit of

\$500,000 due to lower census in the hospital and fewer private pay patients in the nursing home. We will be transferring \$1.6 million to the general fund.

Q: Citizen Board Member Laundrie had a question regarding the 2013 Contract Status Log in the packet. She questioned how we come up with the contract amount for each vendor and what it is based on.

A: Shoup stated that most of the listed vendors are in Long Term Care and have to do with residential services, assisted living and CBRFs. When Family Care ultimately expands, we would be losing the majority of our vendors. Out of our current \$107 million budget, we outsource 2/3 of our services. We typically are not in the business of providing residential care as it is much more easily and efficiently purchased. Shoup added that there are also child protection, behavioral health and juvenile justice vendors that we use. Chairman Lund stated that the reason we have this contract status log is that we require a list of all vendors and how much they got paid. In the past, there was an item in the budget that just said "vendors" with no details and no transparency. Shoup stated that we determine the amount through a process that Tim Schmitt, our Finance Manager and Jill Rowland, our Contracts Manager, are involved in. We are the steward of the citizens of Brown County who pay taxes and we take that seriously. The de-institutional move years ago resulted in a considerable increase in the use of community based care. Shoup offered to have our Manager of Network Providers, Jill Rowland, give a detailed report to address specific questions.

Citizen Board Member Laundrie stated she is very comfortable with Shoup's answer and there is no need for Rowland to present a report to the board.

ANDREWS/SMITS moved to receive and place on file.
Motion was carried unanimously.

6. Closed Session: Consideration of Candidate(s) for the Barbara Bauer Award

"A non-evidentiary closed session to discuss/consider the candidate(s) for the Barbara Bauer Award. Pursuant to Wis. Stat. § 19.85(1)(f), any meeting of a governmental body may be convened in closed session for purposes of considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations. Additionally, per Wis. Stat. § 19.85(1)(c), any meeting of a governmental body may be convened in closed session for purposes of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility."

Motion made by Andrews, seconded by Hyland to enter into closed session. Vote taken.
MOTION UNANIMOUSLY APPROVED.

Roll call: Van Dyck, Andrews, Clancy, Grashberger, Smits, Hyland, Lund, Laundrie

Motion made by Van Dyck, seconded by Andrews to return to open session. Vote taken.
MOTION UNANIMOUSLY APPROVED.

Roll call: Laundrie, Lund, Hyland, Smits, Grashberger, Clancy, Andrews, Van Dyck

LAUNDRIE/GRASCHBERGER moved to award the Barbara Bauer award to Mary Johnson.

Motion was carried unanimously.

7. Statistical Reports:

Please refer to the packet which includes this information.

8. Request for New Non-Continuous Vendor:

Please refer to the packet which includes this information.

9. Request for New Vendor Contract:

Please refer to the packet which includes this information.

10. Other Matters:

Next Meeting: Thursday, May 9, 2013

5:15 p.m. – Sophie Beaumont Building, Board Room A

11. Adjourn Business Meeting:

CLANCY/ANDREWS moved to adjourn; motion passed unanimously. Chairman Lund adjourned the meeting at 6:07 p.m.

Respectfully Submitted,

Kara Navin
Recording Secretary

PROCEEDINGS OF THE BROWN COUNTY LIBRARY BOARD

A meeting was held on **March 21, 2013 at 5:15 p.m.** at the **Brown County Central Library, 515 Pine Street, Green Bay, WI**

PRESENT: KATHY PLETCHER, DON CARMICHAEL, VICKY VAN VONDEREN, TIM NIXON, CHRISTOPHER WAGNER, TERRY WATERMOLEN and PAT WILLIAMS

EXCUSED: CARLA BUBOLTZ and BOB NIELSEN

ALSO PRESENT: Lynn Stainbrook, Lynn Hoffman, Sue Lagerman, Curt Beyler (staff); Troy Streckenbach, (Brown County Executive); Doug Marsh (Brown County Public Works); Bill Meindl (Allouez); and Beth Jones (FOX-11 News).

CALL TO ORDER President Kathy Pletcher called the meeting to order at 5:15 p.m.

CONSENT ITEMS

a. Approve/modify agenda

Motion by Williams, seconded by Van Vonderen, to approve the agenda. **Motion carried.**

b. Approval of minutes

There was one modification to the minutes – C. Buboltz was listed as both present and excused. She was excused only.

Motion by Williams, seconded by Van Vonderen, to approve the modified minutes. **Motion carried.** **Motion** by Watermolen, seconded by Carmichael to approve the consent items. **Motion carried.**

COMMUNICATIONS AND OPEN FORUM FOR THE PUBLIC

A letter from Chris Froelich reflecting on his time serving as a Library Board Trustee was distributed. His term on the Board has expired.

A letter from the WI Department of Public Instruction declaring the renewal of L. Stainbrook's Grade 1 Public Librarian Certificate, valid through April 2018, was also shared.

INVITED GUESTS

a. Brown County Executive Troy Streckenbach – Cultural Campus

T. Streckenbach stated he appreciates the opportunity to discuss the proposal that suggests co-locating the Neville Public Museum (NPM) and the Central Library thereby creating a cultural campus in the town center. He explained the impetus behind this proposal has been the five years spent exploring the renovation of the Central Library and the costs involved. The problems at Central will not go away. The question is how to take the county's cultural institutions and set them up for success in the future and to be sustainable for future generations. The idea of looking at and exploring a co-location is a great opportunity for the library and the museum whether the possibilities/suggestions are good ideas or not. The Space Needs Analysis conducted by the Library demonstrates needs such as expanding the Children's Department, more room for additional computers and electronics; reading rooms; private spaces; etc. Streckenbach thinks remedies for these needs can be accomplished at the other location. Rather than being separated by bridges and development, and being ours/theirs, he suggests maximizing space in an active development area and taking both assets and locating them in the heart of activity. He envisions a reading class about being a patriot on the Fourth of July. Rolf Johnson is considering a museum ship for education. In looking at the long term responsibility of the county, the question about how to set up for success in the long run must be asked. The community as a whole might stand behind this project versus only interested parties for either a library or museum singular project. He has researched pros and cons and admits there a lot of unknowns – parking, square footage; expansion; but this is a chance to give the museum a new opportunity.

A Task Force has been formed to examine the cultural campus possibility and consists of Brown County Supervisors Tom Lund and Pat LaViolette; City Aldermen, Tom De Wane and Jesse Brunette; Library Board members Kathy Pletcher and Tim Nixon; Ashwaubenon Village President Michael Aubinger; Museum Foundation Board member Donald Salmon; and Village of Suamico Trustee, Ben Schenckelberg. T. Streckenbach stated that this group will ultimately make the decision about the feasibility of a cultural campus. If the Task Force decides a co-location doesn't make sense then the county will figure out what to do to make the museum relevant and revisit the discussion about making the library safe for the public to use. The Task Force intends to examine space needs and determine absolute needs; what would need to be added on; and determine what square footage would be necessary to be successful. Eventually the Library Director and the Museum Director would be involved in the discussion. V. Van Vonderen asked about a time frame for this determination to be reached. T. Streckenbach has set the end of 2013 as a target date.

In the meantime and per the Library Board, projects underway at the Central Library should continue. Co-location doesn't necessarily mean in the same building – it could also mean a separate building in the vicinity of the other. D. Carmichael asked about the synergy of co-locating in a single building. T. Streckenbach replied that the NPM can be built up and out towards the parking lot and feels the best scenario would be one building. Collaborations of libraries and museums are real and communities should be

looking at that. He continued to say that there is a trend in collaboration and cooperation and described similar scenarios. He indicated that there are not many in the U.S. as there are in the United Kingdom and Australia but we could learn from those. D. Carmichael reminded that the library and museum were once co-located and the library had to be expanded due to public demand. The Task Force should understand the complete history of the library. T. Streckenbach went on to say that research shows collaborations added value, expertise, funding, partners, sometimes shared staff, and the ability to fulfill similar missions. (Austin's cultural campus was cited as an example). L. Stainbrook commented that the Library and the NPM work together already on several programs.

In addition to the Space Needs Analysis, it might be beneficial for the Task Force to also look at services and missions to determine what is alike and what is different. V. Van Vonderen commented that the Task Force is up against the public's perception if there is still a need for libraries – there has to be information about the library of the future. It was suggested that the Task Force should attend Garry Golden's presentation at the Central Library on April 11 where he will discuss how issues that shape business and society are redefining our local communities and the nature of our public institutions. In order to determine the vision of a cultural campus the Task Force has to be comfortable with libraries of the future and successful museums. T. Streckenbach stated he is supportive of public libraries and firmly believes that having free access is inherently important and is absolutely something that needs to be provided. He continued that the cultural campus would utilize the waterfront (grab a book and sit on the river) and enhance prime real estate.

T. Streckenbach stated the library has the demand but the building is suffering. At the end of the day there is an opportunity to address to important institutions – right in the middle of revitalization in the heart of Green Bay. Problems are opportunities to explore. C. Wagner noted that the library does not have a usage problem and wondered if day traffic from downtown workers would suffer if the library was across the river. The On Broadway Farmer's Market on Wednesday nights in the summer months could drive some traffic. T. Watermolen wondered about the NPM property being landlocked (river/railroad) and how this could potentially limit future expansion. The library will be 125 years old in 2014 and the museum, 100 years. The County Executive envisions a celebration to commemorate the vision of both institutions.

The Library Board believes the idea is worth exploring but it can't be dragged out because, in the meantime, the Central Library continues to have challenges. T. Streckenbach is cognizant of time and will ask the Task Force to be mindful of that and to communicate regularly. The timeline is crucial. If the recommendation of the Task Force makes financial sense, the County Executive will stand behind it. The idea of two buildings in the same area should not be forgotten as an option. It is also important to look at the advancement Downtown is making and seize the opportunity to be part of that energy and momentum.

The Task Force will meet on Monday, March 24, 2013 at 4:00 p.m. T. Streckenbach noted that while he is in office, he will do everything to enhance the county's cultural institutions because they make a community strong. He assured he will act in good gesture and in good faith.

b. Public Works – Doug Marsh

D. Marsh gave an update on the elevator bids. Time has been spent tabulating, evaluating and following up with qualifying bidders. There was some incongruity among the bids which made evaluating the bids difficult and resulted in a revision of the bid tabulation. Some vendors included costs for one or both elevator cars or both but the sum total didn't match; some vendors misread the cost form etc. T. Nixon commented that the bid specs must have been written poorly to have such a variation in bids.

Schindler Elevator Corporation, aggressive in its bidding (\$191,757.00 for the Base Bid and Alternative Bid #1), will be awarded the project. The work includes controllers, power units, door operators, and fixture signals (button and lights, call buttons in the hallway and inside cab). Public Works is also considering recommending to PD&T alternate bid #3 which would proactively replace the hydraulic cylinders and re-plumbing the casing if necessary.

The question was asked if it still makes sense to do move forward on this project if there is a year-end decision to co-locate. Realistically, an actual move is at least five years away – if it happens. The county still has to be a responsible property owner. D. Marsh recommends moving forward on the projects that the library is already committed to as well as outstanding safety issues.

It was asked if the elevator project could be held up for an interim period (30 – 120 days) until more is known about a co-location. But keeping a minimum of five years in mind for an actual move, D. Marsh reminded that age and reliability are the issues. Replacing cylinders now would be less expensive than replacing them if they fail. The core issue is to modernize, upgrade, alleviate obsolescence, reduce maintenance and improve overall reliability.

STRATEGIC PLANNING DISCUSSION

The Library Board proposed the following mission/vision statement that emerged from the Library Board retreat: "Providing trusted information and resources to connect people, ideas and community." **Motion** by D. Carmichael, seconded by V. Van Vonderen, to approve this mission/vision statement. **Motion carried.**

LIBRARY BUSINESS

a. Information Services Report

New telephone server changeover went fine. No other updates.

b. Financial Manager's report, bills and donations

L. Denault presented the financial reports for December, 2012 and January, 2013. **Motion** by T. Nixon, seconded by V. Van Vonderen, to approve the December, 2012 financial reports. **Motion carried.** **Motion** and T. Nixon, seconded by V. Van Vonderen January, 2013 financial reports as presented. **Motion carried.** There were no bills out of the ordinary. **Motion** by D. Carmichael, seconded by P. Williams, to approve the December, 2012 and January, 2013 donations as follows:

Brown County Library Gifts, Grants & Donations Report December 2012

Gifts & Donations

12/06/12	Nancy Stimart	1,000.00	Library Improvements
12/06/12	Michael & Susan Smullen	1,000.00	Kress Children's Materials
12/06/12	Focus on Energy	1,902.00	Kress Boiler & Lights
12/06/12	Focus on Energy	1,197.00	Weyers-Hilliard Boiler
12/13/12	Joan Barr	100.00	Weyers-Hilliard Branch
12/20/12	Branch Buddies of the Brown County Library	75.00	Weyers-Hilliard Performer
12/20/12	Branch Buddies of the Brown County Library	50.00	Weyers-Hilliard Performer
12/20/12	Branch Buddies of the Brown County Library	40.35	Southwest Easels
12/20/12	James & Joan Hogan	100.00	Multicultural Needs
12/20/12	Maurice & June Robinson Family Foundation	3,000.00	Library Improvements
12/20/12	Friends of the Brown County Library	348.30	Archival Supplies
12/20/12	Friends of the Brown County Library	17.48	East Program Supplies
12/20/12	Friends of the Brown County Library	12,703.35	Kress Sustainability Project
12/27/12	Wochinske Family Foundation	2,000.00	Teen Summer Reading Prog.
12/31/12	Diane Nagy	15.00	Southwest Materials
12/31/12	Dennis Keyzer	60.00	Non-Fiction Materials
12/31/12	Anna Mae Petrusha	25.00	Central Materials
12/31/12	Kurt Banaszynski - In Memory of Ethel Banaszynski	500.00	Pulaski Materials
12/31/12	Marian S. Holmes Estate	109,237.97	Audio & Large Print Materials
12/31/12	Friends of the Brown County Library	6,016.00	Early Literacy Stations
12/31/12	Friends of the Brown County Library	30.00	East Program Supplies
12/31/12	Friends of the Brown County Library	207.33	Teen Parent Books
12/31/12	Friends of BCL/Wrightstown Area Library Committee	7,628.67	Wrightstown Operating Exp.
12/31/12	Ashwaubenon	104.82	Donation Box
12/31/12	Bookmobile	2.01	Donation Box
12/31/12	East	90.32	Donation Box
12/31/12	Weyers/Hilliard	38.53	Donation Box
12/31/12	Central Circulation	71.51	Donation Box
12/31/12	Kress	22.81	Donation Box
12/31/12	Pulaski	25.54	Donation Box
12/31/12	Southwest	26.20	Donation Box
12/31/12	Wrightstown	20.62	Donation Box
	Total Donations	\$ 147,655.81	

Federal & State Grants

12/31/2012	Nicolet Federated Library System	\$ 88,454.97	Technology Grant
	Total Grants	\$ 88,454.97	

**Brown County Library
Gifts, Grants & Donations Report
January 2013**

Gifts & Donations

01/25/13	Friends of the Brown County Library	683.33	East Display Unit
01/25/13	Friends of the Brown County Library	399.48	Wrightstown Literacy Carpet
01/25/13	Friends of the Brown County Library	548.00	Central iPad
01/25/13	Friends of the Brown County Library	215.63	Children's Supplies
01/25/13	Friends of the Brown County Library	356.50	Continuing Education
01/25/13	Friends of the Brown County Library	689.97	Camcorder
01/25/13	Friends of the Brown County Library	494.31	Entry Boxes
01/31/13	Brown County Community Women's Club	25.00	Kress Materials
01/31/13	Ashwaubenon		Donation Box
01/31/13	Bookmobile		Donation Box
01/31/13	East		Donation Box
01/31/13	Weyers/Hilliard		Donation Box
01/31/13	Central Circulation	49.03	Donation Box
01/31/13	Kress		Donation Box
01/31/13	Pulaski		Donation Box
01/31/13	Southwest		Donation Box
01/31/13	Wrightstown		Donation Box
	Total Donations	\$ 3,461.25	

Federal & State Grants

1/31/2013	Nicolet Federated Library System	\$ 6,664.00	Technology Grant
	Total Grants	\$ 6,664.00	

Motion carried.

c. Approve expenditure of carryover funds for PCI Compliance (Bibliotecha) \$10,852

Motion by T. Nixon, seconded by V. Van Vonderen, to approve carryover funds of \$10,852 for the purposes of PCI Compliance.

Motion carried.

d. Approve plans for expending additional carryover funds

Motion by V. Van Vonderen, seconded by D. Carmichael, to approve the expenditure of additional carryover funds in the amount of \$232,084. **Motion carried.**

e. Approve Budget Adjustment Notice – Transfer funds equal to the amount of a bequest designated for audio and large print materials from books, Periodicals, Subscriptions to Equipment – Non-Outlay for the purpose of the library's radio frequency identification system. \$85,500

Motion by V. Van Vonderen, seconded by T. Nixon, to approve the Budget Adjustment Notice to transfer funds equal to the amount of a bequest designated for audio and large print materials from books, Periodicals, Subscriptions to Equipment – Non-Outlay for the purpose of the library's radio frequency identification system. **Motion carried.**

f. Transfer funds donated for Space Needs analysis from Nicolet checking account to BCL Foundation (\$8,907)

Motion by T. Watermolen, seconded by C. Wagner to approve the transfer of funds designated for Space Needs Analysis from the Nicolet Bank checking account to the BCL Foundation. **Motion carried.** It was noted that the donor was in agreement with this transfer.

g. Personnel

1. Approve updated 2013 Classification and Compensation schedule

Motion by T. Watermolen, seconded by C. Wagner, to approve the 2013 Classification and Compensation schedule. **Motion carried.** L. Stainbrook reported that she has approached the County Executive, and he had agreed, that the library should search for a private payroll service and the Library Board agrees that services, similar to those provided by the county, should be investigated. A comparison needs to be made between what the county provides and what is available. A competitive price should be considered for outsourcing (even if we contract with the county). An entire HR structure could be built. There are many options to consider.

2. Approve Table of Organization change for Children's Librarian at Ashwaubenon and Pulaski

Motion by T. Watermolen, seconded by C. Wagner, to approve the Table of Organization change as follows:

The Library Director recommends that the Library Board, for budgeting and Table of Organization purposes, delete the full-time Children's Librarian position at Ashwaubenon and creates a part-time (22.5 hours per week) Children's Librarian at Ashwaubenon and a part-time (15 hours per week) Children's Librarian at Pulaski, with the intent that these two part-time positions are filled by the same person as one full-time equivalent. This has no fiscal impact and would be filled by the current Children's Librarian.

In addition, the Library Director recommends that the Library Board delete the 20-hour Children's Librarian position at the Pulaski Branch and use the resulting savings to add a 25-hour Library Service Associate at the Ashwaubenon Branch.

The Library Director recommends that the Library Board delete the Library Housekeeper position in the Maintenance Department and replace it with an additional Library Maintenance Worker position.

Position	Hours	Location	Wage Rate	Salary	Fringe	Total	Net Savings
<i>delete:</i>							
.53 Children's Librarian	20	Pulaski	\$ 22.74	\$ 23,648.56	\$ 10,050.64	\$ 33,699.20	
1.0 Library Housekeeper	37.5	Facilities	\$ 13.60	\$ 26,527.61	\$ 11,274.23	\$ 37,801.84	\$ 71,501.04
<i>add:</i>							
.67 Library Service Associate	25	Ashwaubenon	\$ 17.96	\$ 23,348.00	\$ 9,922.90	\$ (33,270.90)	
1.0 Maintenance Worker	37.5	Facilities	\$ 16.98	\$ 33,112.56	\$ 14,072.84	\$ (47,185.40)	\$ (80,456.30)
							\$ (8,955.26)
NET COST							\$8,955.26

This change will increase personnel costs by \$8,955. While this will reduce the overall savings to date to \$2,758, it will increase productivity in the Maintenance Department and eliminate a problematic pay equity issue.

This table of organization change and permission to fill open positions and subsequent annual savings, submitted for approval at the March 21, 2013 Library Board meeting in accordance with Wisconsin Statutes 43.58(4), will be reported to the Education & Recreation Committee on April 4, 2013 as part of the Director's Report and attached to the meeting minutes. Motion carried.

h. Facilities Report

T. Watermolen commented that the carryover/savings are due in part from what's been implemented. C. Beyler reported that the direct digital control (DDC) is working at the Ashwaubenon Branch and the related software has an occupancy tracking features that reports the number of people in the building as well as those coming and going and adjusts accordingly. Central therm gas usage is at an all-time low. L. Stainbrook mentioned that retrofitting fluorescent fixtures at Central with fixtures with a minimum of a 5-year payback is being investigated.

i. Approve late opening on Friday, September 27, 2013 for purpose of All-Staff Meeting

Motion by T. Watermolen, seconded by V. Van Vonderen, to approve a late opening on Friday, September 27, 2013 for the purpose of an All-Staff Meeting. Motion carried.

j. Meeting locations for 2013

Input was sought for branch locations to host Library Board meetings. Weyers-Hilliard, Pulaski and Ashwaubenon were suggested.

k. Adopt Record Retention Schedule for WI Public Libraries and Public Library Systems

Motion by T. Watermolen, seconded by V. Van Vonderen, to adopt the Record Retention Schedule for WI Public Libraries and Public Library Systems. Motion carried.

NICOLET FEDERATED LIBRARY SYSTEM

a. Monthly update

No update. K. Pletcher is now a Brown County representative. The next meeting is April 9, 2013.

b. Statewide Consolidation of Systems

A letter was sent to the Department of Public Instruction encouraging consolidation of systems. A copy will also be sent to legislators after election.

OLD BUSINESS

a. Reimbursement by Adjacent Counties

Reimbursement was received from Calumet, Manitowoc, and Oconto counties but not Outagamie or Kewaunee counties. L. Stainbrook had a meeting with Rick Krumwiede to discuss the reimbursement and will meet with him again in April. The payment deadline was March 1. T. Streckenbach is trying to arrange a meeting with Outagamie's County Executive. There really is no enforcement mechanism other than withholding privileges from their residents. It is unknown how long Outagamie County can withhold payment.

PRESIDENT'S REPORT

A meeting was held with Public Works Director, Paul Van Noie. Pat Williams and Supervisor John VanderLeest also attended. The elevator repair is clearly the county's project and is proceeding per the Public Works plan previously crafted which includes repairs and minimal fixes. P. Williams appreciated C. Beyler's persistence in questioning actions of the Public Works Department.

DIRECTOR'S REPORT

L. Stainbrook reported that the "Evening in Tuscany" fundraiser for the Wrightstown Branch raised an estimated \$11,000 and an additional \$734.49 for books. It was very successful event.

C. Wagner stated that he is troubled by problem people at the library. L. Stainbrook replied that furniture moves have helped to prevent congregating and that the Mayor has created a task planned to investigate day services for homeless. She plans to meet with Mayor Schmitt in a couple weeks regarding this. She has talked to County Executive Streckenbach as well.

The library's security provider has changed hands and has provided better training for their staff. Regular GBPD officers are not budgeted. Security addresses behavior so it does not interfere with library service. Loitering and behavior are problems. T. Watermolen suggested that the library asks the mayor for a police officer from 11am-4 pm weekdays (until security arrives) as well as obtaining a cost for a security guard to be here these hours as well. Funding could be sought and it was suggested that maybe the city would supplement part of the cost.

L. Hoffman commended the staff for how they handle things but agree they should not have to do this.

SUCH OTHER MATTERS AS ARE AUTHORIZED BY LAW

None.

MEETING SUMMARY: TO DO'S; ITEMS FOR FUTURE MEETINGS

None.

ADJOURNMENT

Motion by T. Watermolen, seconded by C. Wagner, to adjourn the meeting. **Motion carried.**

The meeting adjourned at 8:10 p.m.

NEXT REGULAR MEETING

April 18, 2013
Central Library
515 Pine Street, Green Bay
5:15 p.m.

Respectfully submitted,

Dr. Christopher Wagner, Library Board Secretary
Sue Lagerman, Recording Secretary

PORT AND SOLID WASTE DEPARTMENT

Brown County

2561 SOUTH BROADWAY
GREEN BAY, WI 54304

PHONE: (920) 492-4950 FAX: (920) 492-4957

DEAN R. HAEN
DIRECTOR

PROCEEDINGS OF THE BROWN COUNTY SOLID WASTE BOARD

A regular meeting was held on **March 18, 2013** at the Brown County Materials Recycling Facility, 2561 S. Broadway, Green Bay, WI

1. Call to Order

The meeting was called to order by Solid Waste Board Chair John Katers at 1:31 pm.

2. Roll Call

Present: John Katers, Chair
Mark Vanden Busch, Vice-Chair
Norb Dantine, Treasurer
Dave Landwehr
Bud Harris
Ray Kopish

Also Present: Dean Haen, Brown County P&SW
Chad Doverspike, Brown County P&SW
Mark Walter, Brown County P&SW
Troy Streckenbach, Brown County Executive

Excused: Lisa Bauer-Lotto
Mike Van Lanen

Absent: John Kennedy

3. Approval/Modification – Meeting Agenda

A motion to approve the agenda was made by Norb Dantine and seconded by Mark Vanden Busch. Unanimously approved.

4. Approval/Modification – Meeting Minutes of January 21, 2013

A motion to approve the minutes as modified was made by Norb Dantine and seconded by Ray Kopish. Unanimously approved.

5. Solid Waste Annual Report – *Request for Approval*

The report starts off with a message from the Director noting that the department has processed more than 130,000 tons of solid waste through the Brown County Transfer Station; hauled more than 25,000 tons of single stream recyclables from Brown County to the BOW recycling facility; took in 825,000 pounds of hazardous materials from 7,400

residential and business sources at the Brown County Household Hazardous Facility; and, safely destroyed 9,500 pounds of sharps. The report also includes an overview of what the department does, its 2012 accomplishments, and 2013 goals. As part of the 2012 accomplishments: (1) Negotiated and executed twenty-three municipal contracts for solid waste disposal along with twenty-one industrial customers; (2) Adopted the first *Brown County Strategic Solid Waste Management Plan* to guide the Solid Waste Board, County Board, and staff for the next 20 years in meeting future needs; (3) Established a new department website to better inform our customers ([www. Browncountyrecycling.org](http://www.Browncountyrecycling.org)), (3) Established a new three-tiered solid waste tipping fee schedule; (4) Held the First Annual Stakeholder Meeting; (5) Held the First Annual Customer Appreciation Days over two days in June; (6) Initiated new recycling programs resulting in 4,400 tons of shingles and 1,429 tons of construction & demolition materials being recycled; (6) Staff and the Board participated in the County Executive's Waste Stream Economic Development Committee; (7) Operated the Brown County East Landfill leachate recirculation pilot project which is again permitted to operate in 2013; and, (8) Reduced the stormwater management fees at both the East and West Landfills. This annual report is available on the department's website.

A motion to approve the Solid Waste Annual Report (2012) was made by Norb Dantine and seconded by Bud Harris. Unanimously approved.

6. Waste Stream Committee White Paper – Update

This is a committee that the County Executive had put together to discuss further economic development opportunities for solid waste. The committee met initially to set a vision and goals and now meets monthly. One point of discussion is the amount of material going into the landfill that is banned from landfills. The committee is trying to determine if money were to be invested today, what are other materials could be recycled. The focus is a zero waste approach with an opportunity for job growth.

7. BOW Recycling Facility 2nd Shift – Update

The Department has implemented a second shift at the BOW recycling facility and staff is looking to confirm a deal with Advanced Disposal Services (formally Veolia) for additional tonnage to make the 2nd shift permanent. The 2nd shift should reduce the processing costs for all users and result in a higher recycling rebate paid back to its users.

8. BOW Strategic Plan - Update

The department has completed the analysis and now starting to assemble the strategic plan. There will be a meeting April 15th to share the results of the strategic plan in Outagamie County.

9. Credit Card Fees – Update

Credit Cards are accepted at the Brown County Transfer Station to make it easier for the customers. This year (2013) the department has budgeted \$50,000 for credit card customer fees. To reduce this fee, is to have the large customers pay online which automatically includes the 3% service fee.

10. Director's Report

Chad Doverspike mailed a letter to our renters, Green Box, that they have until March 26th to pay their rent or the locks will be changed.

The department will be submitting a price quote for a financial analysis of the department by Schenk & Associates.

A motion to approve the Directors Report was made by Norb Dantine and seconded by John Katers. Unanimously approved.

11. Such other Matters as Authorized by Law

None other matters as authorized by Law.

12. Closed Session

Pursuant to Wis. Stat. § 19.85(1)(e), any meeting of a governmental body may be convened in closed session for purposes of deliberating or negotiating the purchasing of public properties, the investing of public funds, or the conducting of other specified public business, whenever competitive or bargaining reasons require closed session.

A motion to go into closed session was made by Ray Kopish and seconded by Mark Vanden Busch. A roll call vote followed with the following Board members voting "aye": John Katers, Mark Van Den Busch, Norb Dantine, Dave Landwehr, Bud Harris, and Ray Kopish voting. There were no "nay" votes; the motion was passed. The purpose of the closed session was for deliberation and possible negotiations/action relating to the purchase and sale of parcel HL-356 property in the Town of Holland.

A motion was made by Norb Dantine and seconded by Dave Landwehr to return to open session. A roll call followed with the following Board members voting "aye": John Katers, Mark Van Den Busch, Norb Dantine, Dave Landwehr, Bud Harris, and Ray Kopish. There were no "nay" votes; the motion was passed.

A motion was made by Norb Dantine and seconded by John Katers to approve the resolution to purchase parcel HL-356 in the Town of Holland for up to and including \$170,000. Unanimously approved.

The Board continued with agenda items in open session.

13. Adjourn

Meeting adjourned at 2:45 p.m.

A motion to adjourn meeting was made by Norb Dantine and seconded by Ray Kopish. Unanimously approved.